

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
EXECUTIVE COMMITTEE

DECEMBER 7, 2005  
2:30 PM

ROOM 304  
MARIN COUNTY CIVIC CENTER  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

Members Present: Al Boro, Vice-Chair, City of San Rafael  
Peter Breen, Town of San Anselmo  
Alice Fredericks, Town of Tiburon  
Steve Kinsey, Chair, Marin County Board of Supervisors  
Joan Lundstrom, City of Larkspur  
Lew Tremaine, Town of Fairfax

Commissioner Members Absent: Cynthia Murray, Marin County Board of Supervisors

Staff Members Present: Dianne Steinhauser, TAM Executive Director  
Craig Tackabery, Assistant Director  
Bill Whitney, Senior Civil Engineer, DPW  
Kathleen Booth, Recording Secretary  
Nolte consultant team

*Chair Steve Kinsey called the meeting to order at 2:40 p.m.*

**1. Approval of Minutes from November 9, 2005 Meeting**

Commissioner Fredericks submitted some comments and corrections to the November 9, 2005 minutes. She stated page 2, paragraph 4 was a little incomprehensive and needs clarification. To address this, the Executive Committee and staff agreed that the third sentence should start as a new paragraph. The rest of the corrections were minor. The minutes from November 9, 2005 were approved with minor amendments.

Chair Kinsey gave an update on the nonmotorized access study being done by MTC on the Richmond-San Rafael Bridge. Referring to history of the efforts, Chair Kinsey explained that the study of whether or not to allow the shoulders to be used for bike/ped access or, as an alternative, to create some kind of adjacent bike/ped facility was deferred during the seismic work that has recently been done on the bridge. There was an agreement under the BCDC permit for the seismic work, however, that Caltrans would study the issue. The study has been ongoing. Chair Kinsey reported he met with Caltrans and MTC representatives regarding access on the bridge. Caltrans has been able to convince MTC to accept the concept that all three lanes will be needed on the bridge : in the westbound direction in the morning coming toward Marin, and the eastbound direction in the evening going away from Marin, there will be a need for a third lane in the next twenty years. In the case of the westbound morning, Caltrans is suggesting that they could begin at any time to add a lane in that direction, even though they acknowledge that the toll facility is the primary cause of the backup and will continue to be until a reconfiguration of the toll facility can occur. In the eastbound direction, the real constraint is the reconfiguration of the Sir Francis Drake coming into 580, not so much the bridge itself and the two

lanes. Chair Kinsey went on to mention that there is an advisory committee that was created by MTC that has not met for some time. MTC was going to be meeting with the group this week. From a TAM perspective, as this moves along, TAM strongly supports public access and needs to keep pressing for a solution. The ideal solution would be an off-bridge solution. As this is part of the Bay Trail, creative concepts need to be considered such as a reversible lane or the possibility of resolving the bike/ped needs on the lower deck eastbound and allow for the three lanes westbound where they are most needed. Additional discussions are underway regarding what can be implemented, especially in the interim, to address non-motorized access needs.

Chair Kinsey reported on the County's Non-motorized Program, the \$25 Mil. grant from SAFETEA-LU, acknowledging today's newspaper article. The County is currently waiting for implementation direction from the Federal Highway Administration and Rails to Trails, a national organization, who will be co-sponsoring a workshop sometime in December for all four of the model communities. Chair Kinsey, Supervisor McGlashan, Craig Tackabery-Assistant Director, and Deb Hubsmith-Marin County Bicycle Coalition, are required to be present with the three other communities from around the country for the workshop. Guidance will be defined by FHWA as to what the rules of the game will be, such as eligible expenditures. The County Department of Public Works will be coming to the Board of Supervisors in early January with a proposal for the process of project selection and the timeline that goes with it. The process will include establishing selection criteria and will ultimately lead to the actual projects. An advisory committee structure is also being recommended. Future reports will be made to TAM on progress.

Chair Kinsey stated we are pleased that SMART has released its draft EIR. Executive Director Steinhäuser confirmed TAM does not have a formal role regarding the SMART processes. SMART needs to go through its formal CEQA review process. TAM's role is advising our constituents and advocates to participate in SMART's open house and public hearing process. TAM staff do plan, as a responsible agency under CEQA, to make comments at the staff level regarding the technical adequacy of the document.

Chair Kinsey noted the Marin County Transit District and TAM took actions at the last meeting regarding the Novato Transit Center as it relates to the STIP. There were subsequent conversations at the Transit District Board meeting about the site location. He wanted it to be clear that in promoting the idea of the study it was not singling out any individual site at this point

Commissioner Lundstrom questioned if under the criteria there can be trail linkages to get kids to school. She is interested in opportunities for small, discrete projects that are trail linkages. Chair Kinsey stated the criteria will be developed by a committee, will be presented by staff, and adopted through a committee process, with a final recommendation to the Board of Supervisors. There will be ample public opportunity for everyone to participate including the City of Larkspur. We need to establish what would be the most effective ways to create mode shift

## 2. Executive Director's Report

Executive Director Steinhauser distributed handouts for two public meetings and invited the Executive Committee to attend.

- 1) December 8, 2005. Caltrans and TAM will host an open house and public information meeting regarding the last major segment of the Marin 101 Gap Closure Project along Route 101 near Puerto Suello Hill in San Rafael. The purpose of the meeting is to inform the public and obtain feedback on the options for soundwall aesthetics and noise reduction.
- 2) December 12, 2005. TAM and SMART will host a public open house and information meeting to inform, educate and gather public input on the Cal Park Tunnel Rehabilitation and Multi-Use Pathway Construction Project.

Exec Director Steinhauser reported she spoke to the Sons in Retirement (SIRS) a few days ago, and some of the comments that were made had to do with spending money in a cost effective manner. Therefore, in looking at upcoming projects such as the bikepath and soundwall, we're keeping that aspect in mind. When we ask for approval on the details, the bike path in particular, we are going to present the best cost effective solution

**Chair Kinsey requested an Urgency Agenda Item to add two funding related issues.**

### Urgency Agenda Items

**1. AB-434, 40% Fund, Fiscal Year 2005/2006 Transportation Funds for Clean Air (TFCA) - Bay Area Air Quality Management District (BAAQMD) – New Proposed Project (05MAR08) from the Town of Fairfax**

Executive Director Steinhauser introduced the Fairfax project. Last Spring, TAM approved 7 projects for funding from the TAM-managed TFCA 40% program. All projects submitted were funded. The approval of the projects created an unallocated amount of \$249,505 for future programming. Recently, the Town of Fairfax opened bids on a project to improve school access, with a substantial bid overrun they are struggling to fund. The Town received a grant from the CALTRANS Statewide Safe Routes to School (SR2S) program totaling \$411,791 to construct a new pedestrian/bicycle bridge adjacent to the Manor Circle Bridge, and construct a new sidewalk from Marin Road to Olema Road. The low bid has created a total shortfall of \$159,037. The Town of Fairfax has requested TAM allocate TFCA 40% Funds for this project, otherwise the Town will lose the SR2S Funding. This proposed project has a project score of 84, which would be the most effective project of this Fiscal Year.

After discussion, the Executive Committee voted 5-1 to recommend the allocation. Chair Kinsey, while fully supportive of the project, preferred a funding strategy that combined TFCA funds with a local source such as Fairfax's Measure A share of funds.

**2. Marin Sonoma Narrows – East Washington Interchange Funding Plan**

Executive Director Steinhauser introduced the Marin Sonoma Narrows – East Washington Interchange Funding Plan proposal. The Sonoma County Transportation Authority (SCTA) desires to use Marin Sonoma Narrows Transportation Congestion Relief Program (TCRP) funds for construction of improvements at the East Washington interchange. The TCRP funds are currently dedicated to the future design of the Narrows. The CTC, however, has established policy that TCRP funds are not prioritized for design activity, but rather construction only. SCTA's proposal would be to use the \$15 Mil. in TCRP for construction costs of the East

Washington Interchange, with an equal amount of early Narrows money dedicated in the future to Marin County improvements.

The Executive Committee was supportive of SCTA's efforts to deliver the East Washington Interchange project. The request was approved, with the condition that TAM and SCTA work together to develop an overall funding and phasing plan for the Marin Sonoma Narrows, and that an amount equal to the TCRP amount be prioritized for an early Marin phase.

### **3. Sales Leveraging Plan**

Executive Director Steinhauser introduced the Sales Tax Leveraging Plan. The Transportation Authority has a unique opportunity to enable the accelerated delivery of a number of local enhancement projects, while reducing their cost. This can be accomplished by taking the federal fund sources assigned to those projects and using those federal funds on the Hwy 101 Gap Closure project due to go to construction next year. This leveraging strategy allows for the local projects to be delivered outside the federal funding process, enabling a lower cost and potentially expedited delivery.

ED Steinhauser reported on the acceptance of this proposal by the Oversight Committee, the review and OK by County Counsel and the review and OK by TAM's auditor. The Exec Committee approved moving the proposal to the TAM Board. Staff will direct MTC to submit to the CTC the programming of up to \$2.432 M in TE funds to the Hwy 101 Gap Closure project; the Board commits to the future programming of up to \$2.432 M, an equal amount, in Measure A funds to the County list of TE projects and TLC/HIP projects as part of the Measure A 2006 Strategic Plan; staff will enter a funding agreement with MTC on utilizing up to \$3.488 M in STP funds on the Hwy 101 Gap Closure project; the Board commits to future programming of up to \$3.488 M, an equal amount, in Measure A funds to local streets and roads rehab as part of the Measure A 2006 Strategic Plan.

### **4. TAM Staffing and Recruitment Plan, including Benefit Options**

Executive Director Steinhauser introduced a lengthy package assessing staffing needs. This is the further development of the staffing plan adopted by the TAM Board in April 2005, with additional benefit options and scenarios. She presented a comprehensive package to the Executive Committee at the meeting that detailed recommended staffing levels, salary and benefits, as well as human resource service options for the Committee to consider. As well, an analysis of available revenues to sustain staff costs in FY 2006-07 and beyond was addressed.

The Committee discussed the need to spend a good amount of quality time on this proposal, and not rush to any conclusions. Chair Kinsey concluded comments by stating that this was an opportunity for the Executive Committee to be made apprised of the staffing need and potential plan of action. He committed to working with Executive Director Steinhauser between now and the December 15<sup>th</sup> Board meeting to identify and present critical staffing needs that needed to go forward now.

### **5. Regional Measure 2 Project Allocation for the East Sir Francis Drake Boulevard Widening Project**

Bill Whitney, Senior Civil Engineer, DPW, introduced this item. He stated contractual issues have caused Caltrans to re-negotiate the terms and conditions of the Contract Change Order with the Contractor., for the widening of Sir Francis Drake immediately under the Hwy 101 structure in Larkspur. In an effort to advance this project as planned, it is now necessary to increase the project budget to cover these unforeseen costs. The primary reason for the additional funds totaling \$225,000 , bringing

the total change order cost to \$825,000 was that Caltrans' original bid was for a different subcontractor to do the work. The original approved subcontractor threatened a protest and so Caltrans was not willing to proceed to approve a new subcontractor. Mr. Whitney recommended the approval of the necessary documents authorizing the fund increase. Funds will come from the hwy 101 Greenbrae Corridor Project. The Exec Committee approved the additional funds. See related attachments: Initial Project Report, approving Resolution, and Funding Agreement Amendment that have been updated to reflect the recent cost increases.

#### **6. Highway 101 GAP Closure Projects – Status Report**

Item 6 was eliminated from the agenda.

#### **7. SchoolPool Program**

Wendi Kallins, subcontractor to Dave Parisi, Safe Routes Project Manager, discussed the SchoolPool Program. The TAM Safe Routes to School program includes a School Pool component that encourages parents to have their children take the bus or to carpool. The SR2S team has investigated several approaches used by other communities for implementation of the carpooling element of the Safe Routes to School Program. The additional requirements from MTC to use their ride-matching database can make the currently scoped program more costly and time consuming to carry out.

After considering other options, TAM staff, along with Wendi, recommended that neighborhood directories be created, and informal opportunities to carpool be pursued without a formal match program. The exec Committee concurred with the recommendation.

#### **8. Open Time for Public Expression**

There was no further public comment.

*Chair Kinsey adjourned the Executive TAM meeting at 4:55 p.m.*